

Merdan Bayramdurdyev

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"Translation is not a matter of words only; it is a matter of making intelligible a whole culture."

PROFILE

I am an English-Russian translator with over 5 years of experience in technical translation.

The last project I worked at was associated with construction, commissioning and the final handover of the Chemical Plant to the client.

As a member of Document Control (DCC) department my major responsibility was to deliver a correct English-Russian translation of technical documents (drawings, Method Statements, work plans, training materials, etc.). Furthermore I attended meetings of project managers as an interpreter, as well as onsite trainings for client's staff.

I am eager to meet challenges and quickly assimilate new concepts and skills.

WORK EXPERIENCE

Retail Merchandiser (Jun 2020 – present)

LG Electronics
Ashgabat, Turkmenistan

- Analyzing home appliances market
- Executes retail merchandising tasks as scheduled
- Build and develop strong relationships/partnerships with Retail Store Management and staff

Freelance Translator (Dec 2019 – present)

www.upwork.com

Translator / HSE Assistant (Oct 2018 – Dec 2019)

Mitsubishi Heavy Industries
Garabogaz, Turkmenistan
TGF Project (Commissioning and Technical Support)

- Language assistance to HSE and Site managers at meetings with Client (Russian, English, Turkmen)
- Translation of technical documentation
- Maintenance of HSE statistics
- Conduction of HSE trainings
- PTW coordination
- Office management

Technical Translator / DCC (Sep 2015 – Oct 2018)

GAP İnşaat Yatırım ve Dış Ticaret AŞ
Garabogaz, Turkmenistan
TGF Project (Construction and Pre-commissioning)

- Translation of project documentation (chemical plant equipment (mechanical, electrical, instruments) specifications and manuals, certificates, method statements, official correspondence with customer, etc.) from English to Russian.
- Interpretation at meetings with customer, trainings for customer's employees regarding plant operation, HSE trainings, site acceptance tests, inspections by other state authorities.
- Project document control activities.

Technical Translator (Jul 2011 – Jun 2012)

POLİMEKS İnşaat AŞ
Ashgabat, Turkmenistan
TV Tower project

- Translation of project documentation (TV tower equipment (analog and digital) specifications and manuals, certificates) from English to Russian.
- CCTV system maintenance

EDUCATION

University of Delhi (2012 – 2015)

B.A. Programme (Humanities)
New Delhi, India

Constructional Vocational School (2010 – 2012)

Industrial and Civil Construction
Ashgabat, Turkmenistan

Future Leaders Exchange Scholarship (2004 – 2005)

Grenville High School
Grenville Texas, USA

SKILLS

Language

- Russian ●●●●●●
- English ●●●●●●
- Turkmen ●●●●○○

Computer skills

- MS Office (Word, Excel, PowerPoint)
- CAT tools (SDL Trados)
- Adobe Photoshop & Acrobat
- Basic AutoCAD
- Hardware and Software installation
- Network and office equipment
- HTML, CSS, JS

Soft skills

- Pragmatic
- Professional
- Flexible
- Self-motivated
- Fast learner
- Open-minded
- Teamwork

HOBBIES AND INTERESTS

Programming
Soccer
Guitar